9632REPUBLIC OF LIBERIA

MINISTRY OF PUBLIC WORKS

P. O. BOX 9011
SOUTH, LYNCH STREET
MONROVIA, LIBERIA

Liberia Urban Resilience Project

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

INDIVIDUAL CONSULTANT'S SELECTION

COUNTRY:	**Republic of Liberia**
NAME OF PROJECT:	**Liberia Urban Resilience Project**
PROJECT ID:	**P169718**
CREDIT/GRANT No.:	**IDA-7122-LR/ IDA E-041-LR**
ASSIGNMENT:	**Social & Gender Specialist**
REFERENCE No.:	**LR-MPW-429632-CS-INDV**

The Government of Liberia has received a loan and grant facilities from the International Development Association /World Bank and the French Development Agency (AFD) and intends to apply part of the proceeds of these facilities to eligible payments under the contract for which this Request for Expression of Interest **for** Individual Consultancy Services for the Project Management Unit (PMU) of the Liberia Urban Resilience Project (LURP) – **Social & Gender Specialist** has been published.

The scope of service for this position requires an experienced consultant to be the **Social & Gender Specialist** shall work closely with the Environmental Specialist to design and implement social safeguards and other standards including gender inclusion activities. Other responsibilities shall be to implement and advise on mitigation measures for risks related to sexual exploitation and abuse and Sexual Harassment (SEA/SH) and ensure improvement where necessary as well as ensuring the prioritization of gender issues including women's participation and representation and inclusion of other vulnerable groups including people with disability. S/he shall be primarily responsible to ensure the adoption, adherence and implementation of adequate safeguards measures throughout the project cycle and in tandem with all the Environmental and Social legal and regulatory frameworks of Liberia, as well as the World Bank's Environmental and Social Framework (ESF), Environmental and Social Standards (ESS), the Gender Action Plan (GAP), SEA/SH Action Plan, etc. of the project. The Specialist shall also ensure that the project complies and fully implements all the social obligations and guidelines developed for this project.

The duration of this service will be for **12 months** but renewable on an annual basis based upon satisfactory performance, project needs and available budget. Further details of this service are indicated in the attached Term of Reference. (TOR).

The Ministry of Public Works now invites eligible interested individuals to indicate their interest in providing this service. Interested individuals must provide information indicating that they are qualified to perform the services in accordance with the requirements set forth in the TOR including copies of their CV, attach photocopies of relevant applicable certificates/documents, description of similar assignments, experience in similar conditions, availability of appropriate skills, etc.

The person suitable for this position should have the following qualifications:

- Bachelor's degree in sociology, social science, development studies, gender studies, or

related fields; possession of a master's degree is an added advantage

- Minimum 7 years work experience in social development with a strong gender focus and 3 years' relevant experience in similar role for infrastructure development projects including social and resettlement diligence implementation, supervision and monitoring.
- Experience with World Bank Environmental and Social Framework or safeguards policies of other international funding entities;
- Experience with stakeholder grievance redress processes (establishment, training, oversight and management);
- Demonstrated skills and direct work experience with at least one or more of the following: public consultations; public hearings; participatory research methods (including observation, surveys); participatory rural and urban appraisal; participatory poverty assessments; participatory monitoring and evaluation; and grievance redress mechanisms; planning and implementation for GBV risks management
- Excellent written and verbal English communication skills Experience in research, program analysis, program compliance, project management, grants writing and performance measurement analysis;
- Strong computer skills including command of Word, Excel, and any other database software(s) used to track work outputs;
- Knowledge and experience with local environment is an added advantage;
- Ability to work independently and within a team environment and exercise mature judgment.
- Highly motivated self-starter with the ability to coordinate multiple projects/ tasks simultaneously in a high-pressure environment

This procurement process will be conducted in accordance with the recruitment of Individual Consultant procurement/method contained in the World Bank Regulation for IPF Borrowers July 2016, Revised November 2017, August 2018, November 2020 and September 2023, and the procedures described herein. The scope required is described in detail in the attached Terms of Reference (TOR). Copy of the Terms of Reference (TOR) can be downloaded at **www.emasion.gov.lr** **www.mpw.gov.lr** **and** **www.iiu-mpw.org**

Expressions of Interest marked "**SOCIAL AND GENDER SPECIALIST**", must be delivered to the address below by hand, mail, courier or email so as to be received on or before **June 7th, 2024 at 4:30 pm:**

Attn: Gabriel S Flaboe, Sr.

Project Coordinator

Liberia Urba Resilience Project
Ministry of Public Works
South Lynch Street
1000 Monrovia, Liberia
Tel: 0777-004004 / 0880523691
E-mail: flaboesr@mpw.gov.lr , lurpmidp.procurement@gmail.com

Terms of Reference (ToR)
Social & Gender Specialist, Project Management Unit (PMU)
Liberia Urban Resilience Project (LURP)
Ministry of Public Works
Republic of Liberia

1. Background

The Liberia Urban Resilience Project (LURP) is led by the Government of Liberia through the Ministry of Public Works (MPW) and financed by the World Bank (WB) and the French Development Agency (AFD). The proposed development objective is to to increase flood resilience and access to urban infrastructure in underserved neighborhoods and to improve urban infrastructure planning and management in Liberia. The project proposes 4 components:

Number	Name	Activities	WB Financing	AFD Financing
Component 1	Climate Resilient Infrastructure and Urban Upgrading	Resilient infrastructure for climate risk management	US$30-32 million	~US$9 million (for Neighborhood upgrading)
		Neighborhood and market upgrading		
Component 2	Strengthening Integrated Resilient Urban Development Capacity	Laws/regulations, codes and permitting processes	US$4-6 million	~US$1.1 million (for strengthening Operation and maintenance and risks management capacities)
		Climate Resilient Spatial Development Plan for Greater Monrovia		
		Revenue mobilization and financial sustainability		
		Operations and maintenance of infrastructure (O&M)		
Component 3	Contingency Emergency Response Component (CERC)	The CERC is a zero-sum component that allows for the rapid reallocation of un-disbursed IDA funding for situations of urgent need in response to a natural disaster or crisis that has caused or is likely to imminently cause, a major adverse economic and/or social impact.	US$0 million	N/A
Component 4	Project Management	Project coordination; procurement; financial management; safeguards; M&E; operational costs; etc.	US$4 million	~US$1.1 million

AFD-financed activities will provide basic services to local communities exposed to poor living conditions and high levels of vulnerability to climate change under Component 1, through the development of secondary and tertiary infrastructure in targeted neighborhoods and communities. Works will include three types of investments: roads rehabilitation including

pathways, drainage, lighting points and trees; water kiosks; and public spaces gathering different services (playgrounds, sports grounds, library, community hall, restrooms). Neighborhoods for interventions will be selected based on criteria agreed between the stakeholders and the funding agency are Lakpazee (Monrovia Community Council area), Woodcamp (Paynesville community council area) and Shoe Factory (Gardnersville township area).

WB-financed activities are focused on climate and flood resilience. Activities will include rehabilitating/upgrading/constructing drainage infrastructure in densely populated areas, and implementing blue-green-grey infrastructure, beyond traditional concrete drainages, such as protected green water retention areas, permeable paving, and rainwater capture. A feasibility and design study will confirm the specific geographic and technical scope of the investments. These will include areas of interest within Liberia, as well as two sites in Monrovia City Corporation jurisdiction: (i) Northern Bushrod Island, and (ii) Central Business District (CBD), and two in Paynesville City Corporation jurisdiction, including (iii) Omega Market area, and (iv) Southeastern Paynesville. In the target areas where climate resilience interventions are envisaged, a small portion of the budget will be used for associated resilient upgrading interventions activities to support improvements in living conditions and access to public services. In addition, the project will support the strengthening of integrated resilient urban development capacity through four major areas of support including (i) Laws/regulations, codes, and permitting processes; (ii) climate resilient spatial development plan for Greater Monrovia; (iii) revenue mobilization and financial sustainability; and (iv) operations and maintenance of flood management infrastructure.

Both phases of the project will be implemented simultaneously but with different schedules due to reporting and administrative issues. The WB through its IDA financing has provided US$40.0 million for this project while the French Development Agency (AFD) will provide co-financing in the amount of EUR10.0 million (US$11.3 million). A parallel financing arrangement will be used, whereby the two development partners will finance their respective activities separately, while using the same umbrella program framework and the same implementation arrangements, including the use of the same Project Implementation Manual (PIM) and Project Management Unit (PMU).

The project will be implemented through a PMU, hosted by MPW comprised of the following profiles:

1. Project Coordinator
2. Lead Civil engineer
3. Civil engineer
4. Environmental Specialist
5. Social & Gender Specialist
6. Communications & Community Engagement Specialist
7. Senior Procurement Specialist
8. Procurement Specialist
9. Finance Officer
10. Junior IT & digital communication specialist

The financial management aspects of the Project will be managed by the Project Financial Management Unit (PFMU) hosted by the Ministry of Finance, Planning and Economic Development whiles the PMU will provide operational support for financial transactions of the project.

2. Scope of Works

This project requires contracting a Local Consultant to be the **Social & Gender Specialist** (SGS) who shall work closely with the Environmental Specialist to design and implement social safeguards and other standards including gender inclusion activities. Other responsibilities shall be to advise on mitigation measures for risks related to sexual exploitation and abuse and Sexual Harassment (SEA/SH) and ensure improvement where necessary as well as ensuring the prioritization of gender issues including female participation and representation and inclusion of other vulnerable groups including people with disability. S/he shall be primarily responsible to ensure the adoption, adherence and implementation of adequate safeguards measures throughout the project cycle and in tandem with all the Environmental and Social legal and regulatory frameworks of Liberia, as well as the World Bank's Environmental and Social Framework (ESF), Environmental and Social Standards (ESS), Gender Based Violence (GBV) Action plan, the Labor Management Procedures (LMP), Resettlement Action Plan (RAP), etc. of the project.. The Specialist shall also ensure that the project complies and fully implements all the social obligations and guidelines developed for this project

3. Social & Gender Specialist Responsibilities:

- Analyze, and review partners (AfD and World Bank) applicable operational policies, Environmental and Social Framework (ESF) and safeguard guidelines that have been or are being prepared for this project in order to assess project activities for potential adverse social impacts as well as planning and implementing impact mitigation measures;
- Ensure that ESF's social standards and gender-based approaches requirements are included in the procurement documents and integrated in the project design;
- Serve as the liaison between the PMU/MPW and the Ministry of Gender;
- Support and monitor the implementation of social risks and impacts of the project Environmental and Social Commitment Plan (ESCP), and regularly discuss with the project coordinator to ensure enough resources are captured in the project's annual budget for the management of E&S risks and impacts, including regular supervision and monitoring activities.
- Develop and/or contribute to Terms of Reference (TORs) for environmental and social management of proposed interventions.
- Develop and implement systems and processes for social standards due diligence under the project and ensure their adequacy and compliance at all levels.
- Initiate and undertake social and environmental due diligence prior to commencement of works and liaise with stakeholders to address pertinent community-related issues.
- Support and monitor progress in the implementation of the Project's activities ensuring that national laws and World Bank ESF are fully complied with, and the reporting requirements are fulfilled including those prepared by external consultants;

- Ensure the full implementation and reporting of all provisions of the ESCP in collaboration with other relevant staff especially, the Environmental Specialist;
- Provide technical guidance to the PMU and participate in periodic supervision to monitor the implementation of all ESF instruments from social perspective ensuring that implementation is satisfactory and consistent with the relevant laws of Liberia, the World Bank ESSs, and the French Development Agency safeguard policies;
- Review and validation of the E&S monitoring report template which will be used throughout the project lifetime for AFD and WB;
- Alert the Project Coordinator of any severe accident related to the Project which has, or is likely to have, a significant adverse effect on the environment and/or the affected communities, the public or Project workers,
- Identify training needs based on issues presented for communities and local officials where the project is being implemented as well as recommend additional training requirements for project institutional stakeholders;
- During the design and construction phases of the work, review and or monitor effective social training programs planned or provided by the Engineer and Construction contractors;
- Concerning labor and working conditions:
    - Ensure the LMP is applied throughout the project process, the work contracts include AFD's requirements,
    - Support enterprises to elaborate a Recruitment and Employment strategy
    - With the Environmental and Social Management Plans (ESMPs), develop a High Labor Intensity (HLI) guidelines and ensure their application
- Supervise the implementation of RAP and/or Livelihoods restoration Plan and their completion report/s;
- Detail, monitor and implement the GBV/SEA/SH Action Plan. Develop and provide inputs for the review and updating of social assessments, Stakeholder Engagement Plan (SEP), Environmental and Social Impact Assessments (ESIA), and ESMPs for new activities and obtain necessary clearances from the development partners and concerned authorized agencies of the country for implementation of social programs and plans;
- Review all related social assessments, including ESIAs, GBV/SEA/SH Action Plans, RAPs and other Social Mitigation Plans for submission to the partners and other stakeholders;
- In collaboration with the Communications and Community Engagement Specialist, facilitate establishing relevant groups and committees to oversee the implementation of Grievance management through establishing the Grievance Redress Mechanism (GRM) and GBV action plans.
- In collaboration with the PMU's Environmental Specialist, develop monitoring templates and ensure adequate records, documentation and reporting on social standards to the government and the donor agencies.
- Ensure compliance with ESMP, RAPs, GBV/SEA/SH Action Plan during the construction period and maintain close coordination with the technical team and liaise with contractors, all relevant government agencies and stakeholders;
- Organize review meetings with the social officers of the various implementing

partners and visit project sites to monitor implementation of the social standards instruments;

- Ensure that contractors have a mechanism in place for management of health & safety (H & S) aspects of the project
- In collaboration with the Communications and Community Engagement Specialist, ensure community awareness of project activities and foster community participation in the process of management and monitoring of social impacts of the project by conducting regular field visits to beneficiary communities.
- Ensure disclosure of relevant information for stakeholders and maintain transparency in social standards conduct throughout project implementation, according to national laws and the World Bank Disclosure Policy stipulated in the ESCP and other relevant ESF documents;

- Perform other duties as needed
- The Social and gender specialist shall report directly to the Project Coordinator and carry out reporting obligations as is set out in this TOR.

4. Minimum Qualifications:

Qualifications:

The person suitable for this position should have the following qualifications:

- Bachelor's degree in sociology, social science, development studies, gender studies, or related fields; Master's degree is an added advantage
- Minimum 7 years work experience in social development with a strong gender focus and 3 years' relevant experience in similar role for infrastructure development projects including social and resettlement diligence implementation, supervision and monitoring;
- Experience with World Bank Environmental and Social Framework or safeguards policies of other international funding entities;
- Experience with national environmental laws, regulations, policies and institutional mandates for implementing/overseeing such laws and regulations;
- Experience with stakeholder grievance redress processes (establishment, training, oversight and management);
- Demonstrated skills and direct work experience with at least one or more of the following: public consultations; public hearings; participatory research methods (including observation, surveys); participatory rural and urban appraisal; participatory poverty assessments; participatory monitoring and evaluation; and grievance redress mechanisms; planning and implementation for GBV risks management
- Strong analytical, writing and communication skills with relevant professional experience in conducting social assessments; redevelopment and neighborhood revitalization activities using place-based strategies, Excellent organizational, time management, leadership, and decision-making skills.
- Excellent written and verbal English communication skills Experience in research,

program analysis, program compliance, project management, grants writing and performance measurement analysis;

- Strong computer skills including command of Word, Excel, and any other database software(s) used to track work outputs;
- Knowledge and experience with local environment is an added advantage;
- Knowledge and experience with the World Bank's Environmental and Social Framework and related social standards instruments is an added advantage;
- Ability to work independently and within a team environment and exercise mature judgment.
- Highly motivated self-starter with the ability to coordinate multiple projects/ tasks simultaneously in a high-pressure environment

5. Reporting

a. Monthly progress reports: The Consultant shall prepare concise Monthly Progress Reports covering progress towards achieving the objectives in this ToR as well as identified areas of weaknesses and strategies for improvement of procurement activities. The reports shall provide a brief but comprehensive end-of-month progress assessment and summary report on grievances. Tabulated representations of the work program, details of impediment to the performance and proposals for overcoming them. These reports shall be submitted within or not later than the 7th day of the first week of the succeeding month. The report will be assessed and appraised by the Project Coordinator.

b. Quarterly Progress Reports: These reports shall make use of the information previously reported monthly, but suitably modified to include, summarize, and draw conclusions on all pertinent issues concerning the assignment. In addition, the Quarterly Progress Reports shall include a detailed update of E&S monitoring activities submitted to the Project Coordinator for review and onward submission to the World Bank, AfD and copies shared with the project steering committee. These reports shall also summarize the Consultant's activities, with solutions adopted, and any other relevant information considered necessary in respect of the services delivered. Each of these reports shall be submitted not later than the7th day of the first month of the following quarter.

c. A draft final report within the last week of the second-to-last month of the assignment for review by the development partner and the project steering committee.

d. A final report within the last week of the assignment.

6. Contract Duration:

The contract duration will be for a period of one year (12 months), with a probation period of three months, upon which it can be renewed based on satisfactory performance. The total project duration is expected to be four years (48 months) based upon project needs and available budget.

7. Selection Method:

The selection method for this assignment is Individual Consultants selection (ICS). The process of selection will be in line with the relevant WB Procurement Regulations.